



**December 3, 2003  
Conservation Commission  
Approved Meeting Minutes**

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**I. Meeting opened** at Office of Housing and Community Development (OHCD) conference room, 3<sup>rd</sup> floor of City Hall, 93 Highland Avenue, Somerville, at 7:07 pm.

Present were: Conservation Commission (CC) members John Reinhardt, Kim Stollar, Cassandra Koutalidis, Michael Fager, Chair, Delia Kaye, and Agent Anne Phelps. Also present were Michael Rivard, P.E., and Mary White, Environmental Officer, of Massachusetts Water Resources Authority (MWRA).

Introductions were made.

Review Minutes

Minutes from October 29th, 2003, were reviewed and minor corrections made.

**Vote: Motion made by CK to accept minutes as amended. MF seconded. All in favor.**

**II. New Business**

MWRA re Wellington Bridge – Massachusetts Water Resources Agency (MWRA) is scheduled to begin water pipeline work at the Wellington Bridge in 2004. The water in the pipe is drinking water, and the work planned is part of regular maintenance on the pipe. Mike Rivard (MR), Project Manager for the work, and Mary White (MW) described the work to be performed. The work includes cleaning and lining the mains and putting in joint seals every 12 ft. In the area under the Wellington Bridge, salt water corroded the old pipe, which was replaced fairly recently. However, pipe approaching the bridge, in the area of Assembly Square, is corroded so that its interior diameter is considerably reduced in size. The pipe will be replaced in part, and the rest “scrubbed” and washed out, with de-watering to be directed to MDC parkland. MWRA will open up a trench alongside the pipe for access, remove excavated soil from the area, and replace it with clean fill when the work is completed. MR said that P. Gioso (sp?) is the (sub-) contractor for the project, and Walsh Brothers is the sub-contractor for the asphalt work.

Mary White will coordinate site visits with Anne Phelps so Anne can observe erosion and sediment control measures used for the project. The CC also suggested that it would like

for Anne to attend pre-construction meetings between MWRA and their contractors for the project. Mary will contact Anne when that is scheduled. Anne, as part of a prior agreement between the CC and MWRA, will also attend a training workshop on erosion and sediment control that Mary is conducting in December for MWRA personnel.

Mary was asked about plans for restoration of the site, and she replied that the contractor would be responsible for site restoration. CK noted that weather, especially cold temperatures, could interfere with replacement of asphalt, and reminded Mary to keep that in mind when scheduling the work and site restoration.

FY03 Annual Report- Anne has prepared a draft Annual Report for FY03 and distributed it to the CC for comments. The CC deferred comments until the next meeting in January.

FYI: Environmental Monitor & U.S. Army Corps of Engineers (USACE) Bulletin- Anne reported that both these publications are now being received as notices of Web page postings, which Anne reviews for local filings as they are updated.

FYI/Letters: Anne

- Wrote and submitted a Transition Report, as requested by the Curtatone Transition Team
- Wrote a letter of support for Mystic River Watershed Association's application for a National Fish and Wildlife Foundation "Pulling Together Grant" to investigate control of invasive plants
- Wrote a comment letter to Kevin Brander, Department of Environmental Protection, regarding the Massachusetts Water Resources Authority (MWRA) Final Variance Report for CSO Abatement for the Alewife Brook and Upper Mystic River
- Wrote a letter urging Governor Romney to restore funds for state assistance to municipalities from the Environmental Bond/Open Space bonds
- Wrote an article for submission to the MACC Newsletter reporting on the Metro-Region Conservation Agents' Association creation and its networking event in November

CC Biographies- Anne had asked the CC to update their biographies, and the CC discussed the possible uses of these biographies. Discussion was tabled for a later meeting.

### **III. Budget**

Anne reported on the CC operating budget and the revolving fund budgets (budgets in office files). Anne said the bill for the Somerville Journal is in the office and asked whether the CC agreed to renew it. It was agreed it was useful to the office and it should be renewed.

Tufts Community Garden coordinators have requested \$150 (this amount was given to each of the gardens requesting it in FY02, except for Tufts and Conwell), to help them repair their fence. CK suggested that Tufts coordinate any fence repair with the Tufts Buildings and Grounds Office.

**Vote: CK moved to give \$150 from the CC (Garden) Revolving Fund to Tufts for whatever they want. MF seconded. Discussion followed. Vote: All approved.**

#### **IV. Administration**

Anne's Evaluation – Anne asked if the CC would review her work performance, last January, at the same time she asked the Personnel Office whether the city planned an annual evaluation. Following discussion by the CC, it was decided that CK will prepare questions regarding Anne's assignments and performance, and ask that both Anne and CC members answer the questions, each from his/her perspective. CK and JR will meet with Anne prior to the January meeting to summarize and discuss answers to the questions to try to provide some feedback, both to Anne and to CC members about whether they are in agreement on priorities for Anne's efforts, and whether there are areas in which Anne needs improvement.

Anne on Vacation – Anne will be on vacation December 19 through the 26<sup>th</sup>, 2003.

#### **V. Old Business**

SCAT Video – Anne will set up a meeting among CC members who wish to work on the (Somerville Community Action TV) SCAT video and Eleanor Pye, or other representative from SCAT, who can provide some guidelines and advice to decide on content and format of the video.

#### **Committees**

Durrell – Anne reported that water has been installed at Durrell, the landscaping contract is approved, but we may not be able to finish until next spring. Leslie Brayton prepared a materials list and costs to finish the garden and park, which Anne submitted to OHCD with a request to increase our Block Grant, if funds are available.

Quincy – Delia is lead person at Quincy, and will write a grant proposal to try to get funds to install water at the site.

**Meeting adjourned at 8:45 pm.**

Respectfully submitted,

Anne Phelps, Agent